

**BY ORDER OF THE COMMANDER  
AIR RESERVE PERSONNEL CENTER**

**ARPC INSTRUCTION 36-8003  
19 APRIL 2002**



**Personnel**

**USE AND PREPARATION OF ARPC FORM 59**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR:HQ ARPC/HCX  
(Lt Col Donald G. Smith)

Certified by: HQ ARPC/HC (Col Bill Thomason)  
Pages: 1  
Distribution: F

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This instruction outlines the preparation and use of ARPC Form 59, **Individual Mobilization Augmentee Participation Schedule Worksheet**.

**1. Reference:** AFMAN 36-8001, *Reserve Personnel Participation and Training Procedures*.

**2. Purpose.** Individual Mobilization Augmentees (IMAs) use ARPC Form 59 to project and track participation for the fiscal and retirement/retention (R/R) year. IMA Chaplain Service personnel are required to use this form.

**3. Preparation.** IMAs identify their R/R date, identify known training requirements and dates, select potential dates for Inactive Duty Training (IDT) and annual training (AT), and coordinate proposed training dates with active duty supervisor.

**4. Procedures.** IMAs do the following: Mark R/R date for both fiscal years on the ARPC Form 59. Designate projected training dates with corresponding symbols from the legend on the form. Use appropriate symbols (see legend) to indicate completed training and excused training. Provide one copy to your supervisor and place one copy in your field training folder. Maintain a cumulative tally for participation points and adjust your schedule to ensure that all fiscal and R/R year requirements are projected and met. Coordinate changes to this schedule with your supervisor.

**5. Form Prescribed.** ARPC Form 59.

Kirk A. Jamison  
Chief, Plans and Programs Division  
Directorate of Communications  
and Information